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6.3516

30 November 1954

MEMORANDUM FOR: Executive, CD

SUBJECT: FDD Summary data on 5 x 8 cards

1. Any decision on the proposal to replace FDD Summaries with 5 x 8 cards rests, of course, with CIA analysts and with FDD.

2. CIA Library experience with the control of similar card series has indicated the following:

a. card distribution is cumbersome unless all recipients agree to receive full sets as they come from the press. Few are willing to do so because of the burden of handling unwanted cards.

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b. subject control through intellofaxing was beyond the capacity of CIA Library in the case of [REDACTED] economic abstract cards and, presumably, would be beyond our capacity in this case. No satisfactory system has ever been evolved for indexing of news briefs.

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c. the alternative to subject indexing has been to file cards in simple chronological sequence. CIA Library has maintained a set of the [REDACTED] cards in this manner for some three months. The file has been used twice to date, and does not, thus far, appear to justify the cost of maintenance.

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3. Our opinion on the matter is that the FDD Summaries might well be handled like the [REDACTED] economic abstract cards, omitting distribution to CIA Library and delivering full sets to using offices for analysts to scan and select for addition to their local subject files.

25X1A

[REDACTED]
CIA Librarian

ABT:mt (30 Nov 54)

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